



MINUTES OF COMMISSION MEETING

Thursday, April 5, 2001

Members Present: Dave Jones, Jan Irvin, Cheryl Smith, Jim Chapman, Yvonne O'Neill, Bobby Malone
Members Absent: Karol Merten, Patsy Jiminez, Betsy Elam
Staff to the Commission: Laura Roberts
Visitors Present: Ellie Orbeton, Sean Buehler, DDS

1. **Call to Order:** The meeting was called to order by Cheryl Smith at 1:35 p.m. at the Barry Creek Meeting Center, 1345 Paul Bunyan Road, Susanville, California.
2. **Introductions:** All members of the Commission and visitors introduced themselves.
3. **Approval of Minutes:** The minutes of the previous meeting were presented. A correction was made in the last paragraph under Mini Grants on the first page. Susanville Preschool was named twice when it should have said Susanville Library District in the last paragraph. Dave Jones moved that the minutes be approved as corrected, Yvonne O'Neill seconded the motion, and the commission unanimously adopted the minutes as corrected.
4. **Fiscal Report:** The fiscal report was presented, showing a balance in the account of \$760,518.22 as of April 5, 2001.
5. **Review and Award of Mini Grants:** The application for funding of Mountain Midwifery Doula Project was considered. Questions were asked concerning doula services. Ellie Orbeton was present to answer questions, and she showed a brief video about doulas. Jim Chapman moved that the application be approved in the amount of \$9,978.00, Jan Irvin seconded the motion, and the Commissioners voted unanimously to fund the project.

Milford Community Association request for funding was next considered. Commissioners had additional questions so no action was taken on the request. Laura Roberts was directed to communicate the following questions to the applicant:

- a. Please provide a copy of the Trindell Report referred to in the application.
 - b. Please provide a work plan for the project, i.e., who will install the equipment, what are the qualifications of the installer, and who will oversee the project.
 - c. Please provide additional information on how each focus area of the Commission is being met. You checked all four, can you elaborate.
 - d. Since the target age of the children to be served is prebirth to age five, how will you be assured that the equipment selected is age appropriate.
 - e. Will you utilize the expertise of a consultant specializing in the selection of and installation of preschool playground equipment?
6. **Update on Full Grant RFA Status:** Laura Roberts reported that six requests for funding were received, and four were submitted for review. The applications are being packaged and forwarded to reviewers who will complete their review and scoring process by April 27, 2001.

Mini Grant Process/Status of Funds: Mini Grants are continuing to arrive. Funds are about depleted. The Commission commented that consideration would be given to allocating additional funds, depending on the outcome of the Full Grant RFAs, and the upcoming Strategic Plan review. Commissioners liked the incentive and community participation that the Mini Grants were stimulating.

Children's Oral Health Project Status: Laura Roberts reported that an application for additional funds was before the State Commission for consideration. It will be acted upon on April 19 in Sacramento.

Baby Kit Distribution: Laura reported that the Baby Kits are slated for release and distribution on July 1. Different

methods of distribution were identified through the field testing. The Lassen Children and Families Commission will be the distributor for Lassen County. The evaluation process will be implemented by the Lassen Commission staff. Points of distribution in Lassen County will be firmed up through a collaborative meeting of providers of service such as WIC, MCAH, pediatricians, and other providers of service. We will order enough kits to last a few months and then renew the order as supplies are depleted. Additionally, the tobacco project will supplement the kit with a smoke-free homes and cars kit, and also the local resource directory will be added.

Web Site: The web site is now up and running at www.cafc.ca.gov/lassen. If Commissioners want their e-mail addresses and a short biography added to the site, that can be added.

Children's Mental Health Initiative: During the review and revision of the Strategic Plan, a collaborative meeting of mental health service providers will be held to develop a plan for addressing the mental health needs of children 0-5 years of age and their families.

7. **Report from Sean Buehler, DDS:** Dr. Sean Buehler from Lassen Family Dental Practice reported on a training that he attended, "Calaveras Children's Dental Project – Recognition and Early Intervention in Early Childhood Caries – a Multidisciplinary Course for Medical and Dental Professionals". He indicated that it is ever so important to bring such a training to our area to enhance the skills of both dentists and physicians to better address the oral health needs of Lassen County's youngest population. He indicated also that he would be willing to assist in building a local oral health collaborative to discuss children's oral health needs and attempt to create local solutions. Laura was directed to contact Dr. Buehler to follow up on getting the collaborative started.
8. **Schedule of Community Meetings for Strategic Plan Revise:** Laura reported that each geographic area of Lassen County will be address again this year. Each area will be asked to identify their own Prop 10 advisory group, such as exists in Big Valley. The advisory groups to be developed will be from the areas of Westwood, Doyle, and Susanville. Additionally, collaborative meetings will be held with the Child Care Council, Susanville Mothers Club, Mental Health providers, the Strong Families Coalition, the new Oral Health Collaborative, and the FAS Committee. Additionally a funding committee will be developed to make recommendations to the Commission.
9. **Diversified Management Contract:** The contract expires on April 6, 2001. The Commission expressed their satisfaction with the contractor and the open lines of communication that are maintained. Yvonne O'Neill moved that the contract be renewed for the next year, Bobby Malone seconded the motion, and the Commissioners voted unanimously to renew the contract.
10. **Open Comment:** Laura Roberts shared a note that Tom Keeffer had received from the keynote speaker at the School Readiness Conference in San Diego. She was a wonderful speaker that received a standing ovation, and brought tears to the eyes of many.
11. **Set Next Meeting Date, Time, and Tentative Agenda:** The next meeting of the Commission is scheduled to be held on May 3, 2001, at 1:30 p.m. in the Barry Creek Meeting Center at 1345 Paul Bunyan Road, Suite B, Susanville, California. Tentative agenda items are review of mini grants, full grant updates, fiscal report, children's oral health project update, approval of minutes, plan revision update, and open comment.
12. **Adjournment:** The meeting was adjourned at 3:15 p.m.

Respectfully Submitted,

Laura J. Roberts
Executive Director